

Attachment #4
OSA 0246-69

ANNEX IV

USAF Declassification/Release Instructions On File

SECURITY

I. General:

A. The Detachment security responsibilities shall be discharged under the direction and control of the Detachment Commander.

B. Security policy guidance from Project Headquarters shall condition the discharge of the responsibilities. West Coast Security Office is available for guidance and implementation of security policies.

II. Responsibilities (Policies, Plans and Procedures):

The Detachment Commander will be responsible for:

A. Establishment of security policies and formulation and execution of the Detachment's security program to ensure the secure conduct of all classified activities of the Detachment.

B. Establish and implement security plans covering normal and emergency operations.

C. Establish policies and procedures to ensure the following:

1. Ensure physical protection of the Detachment area and equipment from sabotage.
2. Ensure against unauthorized disclosures or compromise of Detachment or Project cover.
3. Ensure secure storage, maintenance and movement of classified written communications and cryptographic materials.

III. Functions:

A. Movement of all Top Secret material or cargo will be under the escort of a Security Officer. Project Headquarters will be the focal point for providing all couriers.

SECRET

OSA 0246-69

Page 2

B. Provide for secure destruction of all classified materials.

C. Investigate security violations and incidents involving Detachment personnel with the assistance of West Coast Security Office.

D. Make recommendations to Project Headquarters relative to disciplinary action against Detachment personnel.

E. Forward Security Annex with Monthly Report describing general security stature of Detachment and particular problems.

IV. Command Policy:

A. Project Headquarters will expect that degree of "Maximum Security" which is consistent with operational requirements.

B. The "need-to-know" principle will be strictly enforced in all situations where it might apply.

C. Authority for granting Project clearances rests solely with Project Headquarters.

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